

REPORT OF COMMERCIAL CARRIER PASSENGER SERVICE									
A SCHEDULED PAX		B. ACTUAL PAX		C DATE (YYMMDD)					
D. CAM/MAIN/AIRO NUMBER			E PSRO NUMBER			F NAME OF ORIGIN ACTIVITY			
G NAME OF DESTINATION ACTIVITY					H DESTINATION TRANSPORTATION OFFICER PHONE #			I HQ MTMC DUTY OFCR PHONE #	
J GROUP LEADER									
K NAME			L RANK/GRADE		M UNIT/COMMAND ADDRESS (include Zip Code)				
N UNIT/COMMAND NAME			O PHONE NUMBER						
P NAME OF AIR CARRIER/BUS COMPANY					Q ORIGIN			R. DESTINATION	
AHI CARRIER PASSENGER SERVICE					COMMERCIAL BUS SERVICE				
AREAS TO BE RATED		UNSATISFACTORY	MARGINAL	SATISFACTORY	VERY SATISFACTORY	EXCELLENT		YES	NO
1 CHECK-IN CONVENIENCE							1 INTERIOR AND EXTERIOR OF BUS CLEANED	1. INTERIOR AND EXTERIOR OF BUS CLEANED	
2 COURTESY OF PASSENGER AGENTS							2 LAVATORY CLEAN AND FUNCTIONAL WITH SUFFICIENT TISSUE, TOWEL, SOAP, AND WATER, IF APPLICABLE		
3 FLIGHT INFORMATION DISPLAY							1 EQUIPPED WITH FIRST AID KIT		
4 PROMPTNESS IN BOARDING AIRCRAFT							4 CLEAN HEADREST COVERS SUPPLIED FOR EACH SEAT.		
5 BAGGAGE HANDLING							5. OVERHEAD RACK SPACE PROVIDED OR COATS, HATS, AND PARCELS.		
6 MEAL SERVICE							6. TEMPERATURE Controlled SO AS TO INSURE PASSENGER COMFORT REGARDLESS OF OUTSIDE TEMPERATURE.		
7. AIRCREW COURTESY							7. LIGHTING ADEQUATE TO SERVICE NEEDS OF INDIVIDUAL PASSENGERS.		
8 AIRCRAFT CLEANLINESS							8. CARRIER PERSONNEL NEAT, COURTEOUS, AND HELPFUL		
9 AIRCRAFT CABIN TEMPERATURE							9. CATERER ARRANGED FOR CLEAN AND SANITARY MEAL STOPS. MEALS CONSISTED OF GOOD QUANTITY, QUALITY, AND VARIETY.		
10 ANNOUNCEMENTS (Timing, Clarity, Content)							10 MEAL STOPS MADE DURING SPECIFIED MEAL HOURS.		
11 ARRIVAL TIMELINESS							11. DURING MOVEMENT, BUS OPERATOR BRIEFED PERSON IN CHARGE CONCERNING IRREGULAR EVENTS AND REASONS FOR DELAY.		
12 FLIGHT SAFETY							REMARKS		
13) OVERALL FLIGHT RATING									

VEHICLE INSPECTION CRITERIA	DUTIES OF GROUP LEADER
<p><b>COMMERCIAL BUS MOVEMENT STANDARDS OF SERVICE AND SURVEILLANCE CHECKLIST</b></p> <p><b>Section I - Identification Data</b></p> <p><b>Section II - Driver Documents</b></p> <ol style="list-style-type: none"> <li>1. Drivers license</li> <li>2. Medical certificate</li> <li>3. Driver's record of duty status [Log]</li> <li>4. Vehicle Inspection Report</li> </ol> <p><b>Section III - Vehicle, Inspection (Walk Around)</b></p> <ol style="list-style-type: none"> <li>1. Parking brake</li> <li>2. Front of bus <ol style="list-style-type: none"> <li>a. proper lighting</li> <li>b. windshield wipers</li> <li>c. cracked windshield</li> </ol> </li> <li>3. Left side of bus <ol style="list-style-type: none"> <li>a. wheels and rims</li> <li>b. front tires (4/32" tread depth required)</li> </ol> </li> <li>4. Rear of bus <ol style="list-style-type: none"> <li>a. exhaust system</li> <li>b. oil leaks</li> <li>c. tail lights, turn signals, stop lights, and emergency flashers</li> </ol> </li> <li>5. Right side of bus <ol style="list-style-type: none"> <li>a. wheels and rims</li> <li>b. rear tires (2/32" tread depth required)</li> </ol> </li> <li>6. Airless rate (air leaks)</li> <li>7. Low air warning device</li> <li>8. Fuel system</li> <li>9. Exterior appearance</li> </ol> <p><b>Section IV - Interior Inspection</b></p> <ol style="list-style-type: none"> <li>1. Fire extinguisher (properly secured)</li> <li>2. Emergency warning devices</li> <li>3. Standee line and sign</li> <li>4. Seats properly secured to flooring</li> <li>5. Lavatories clean, door lock operational, <del>to</del> <sup>we</sup> <del>lettes</del> <sup>ettes</sup> supplied if no freshwater system</li> <li>6. Temperature control</li> <li>7. Emergency push-out windows operational &amp; properly marked</li> </ol> <p><b>Section V - Carrier Responsibilities</b></p> <ol style="list-style-type: none"> <li>1. Meal stops and driver exchange Points</li> </ol> <p><b>Section VI - Miscellaneous</b></p> <ol style="list-style-type: none"> <li>1. Bus stoppade on time, sufficient seating, and baggage space</li> </ol>	<p><b>DUTIES OF GROUP LEADER</b></p> <ol style="list-style-type: none"> <li>1. Serve as the intermediary between all group members and carrier representatives.</li> <li>2. Responsible for handling of GTRs and any other accountable documents.</li> <li>3. Prohibit the completion or alteration of carrier tickets by personnel other than boni fide employees of the carrier.</li> <li>4. Properly dispose of any unused GTRs or other accountable documents.</li> <li>5. Ensure baggage is positioned for carrier loading, Carrier representative will load baggage.</li> <li>6. Notify originating and destination TO in the event of unusual delays.</li> <li>7. Observe condition of carrier equipment prior to departure utilizing vehicle inspection criteria listed. Contact the TO on any disputed items.</li> <li>8. Annotate meal ticket with actual number of meals provided.</li> <li>9. Notify TO when any personnel are hospitalized, deceased, or missing.</li> <li>10. Complete the DD Form 1341 and turn into the TO.</li> </ol> <p><b>REMARKS</b></p>